
THE OPTOMETRISTS BOARD OF HONG KONG

Manual for Continuing Professional Development Scheme

2014

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Manual for Continuing Professional Development Scheme for Registered Optometrists

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1 INTRODUCTION

- 1.1 As primary care practitioners, optometrists have a duty to their patients to keep abreast of latest developments in the profession and the discipline.
- 1.2 The main purpose of implementing continuing professional development (CPD) scheme is to encourage optometrists to commit to a life-long process of continuing professional learning through education and training. CPD will enhance professional strength by allowing optometrists to keep pace with the rapid advances in optometric technology in terms of knowledge, skills and practical experience. It will also ensure that optometrists are competent in providing quality service in a multi-disciplinary health-care system.

2 CPD CYCLE

- 2.1 A cycle of CPD assessment will span three calendar years. Following the completion of the first voluntary cycle on 30 June 2007, the voluntary scheme continues to run on 3-year cycles commencing from 1 July of the first year and ending on 30 June of the fourth year.

3 ENROLLMENT

- 3.1 All registered optometrists are automatically included in the voluntary CPD scheme. No prior enrollment to the scheme is required.

4 CPD POINT REQUIREMENTS

- 4.1 All registered optometrists are encouraged to attain 10 CPD points each year. For each three-year CPD cycle, each registrant is required to accumulate a minimum of 30 CPD points through participation in recognized CPD activities.
- 4.2 In recognition to optometrists who have made an effort to enhance their professional knowledge, a *Certificate of Achievement* will be issued to registrants who have fulfilled the Board's CPD requirement of 10 CPD points in the year. Subject to the consent given by registrants in the CPD record form, the Board will also publish their names and registration number on its website.

- 4.3 The Optometrists Board considers that a mandatory requirement for all optometrists to undergo CPD an ultimate goal. When the CPD scheme becomes mandatory in future, all registered optometrists will have to fulfil the Board's CPD requirement in order to have their practising certificates renewed.

5 SCOPE OF CPD ACTIVITIES

- 5.1 CPD activities can be organized in the form of a conference, workshop, seminar, lecture, demonstration, talk, practical session or a short or tertiary course of direct relevance to the practice of optometry.
- 5.2 Apart from lecture-based activities, optometrists can also acquire CPD points through publication of an article or paper in peer-reviewed journals. Self-study in the form of online continuing education courses or periodic reading of optometry / vision-sciences-related journals pre-approved by the Board will also attract CPD points. Didactic post-graduate studies in academic institution leading to higher qualifications can be credit-earning upon individual assessment.

6 ALLOCATION OF CPD POINTS

- 6.1 There are five major categories of CPD activities. CPD activities eligible for accreditation are further classified into **core** and **non-core** activities. Core CPD activities shall have a higher rating of CPD points as compared with non-core ones. Please refer to **Appendix I** for details of the CPD points allocation for each kind of activity and its corresponding constraints.
- 6.2 For lecture-based activities, the time allocated for examinations / tests will not attract any CPD points. As for organizers of CPD activities, no certificate of attendance shall be issued to attendees who are late for over 15 minutes.

7 ACCREDITATION OF CPD ACTIVITIES

- 7.1 The Board Registration Committee is the Optometrists Board's delegated authority for accrediting Programme Providers and individual CPD activities other than those organized by Accredited Programme Providers.

8 RECORD OF PARTICIPATION

- 8.1 Optometrists are invited to report their CPD attainment in the year by completing and returning the CPD record form (**Form – OP II a** and **Form – OP II b**) to the Board Secretariat. Copies and supplementary sheets may be used if required.

9 AUDIT

- 9.1 Each registrant should keep their own CPD records, together with relevant documentary evidence, such as certificate of attendance, for the purpose of audit.
- 9.2 The Secretary of the Board may randomly select some of the registrants for audit check on their CPD returns submitted. The registrants selected will be requested to submit documentary evidence for verification purpose. It is the responsibility of an optometrist to produce the evidence when requested by the Board.

10 NON-COMPLIANCE

- 10.1 If any discrepancies or false declarations are found, the case would be referred to the Chairman of the Education Committee who, if considered appropriate, would refer the case to the Preliminary Investigation Committee of the Optometrists Board for consideration of disciplinary proceedings.

11 LIST OF PRE-APPROVED PROGRAMMES

- 11.1 The list of pre-approved CPD programmes is as follows –

- (i) accredited / approved programmes of Council on Optometric Practitioner Education (COPE); and
- (ii) international conferences held by the American Optometric Association, the American Academy of Optometry, Canadian Optometric Association, and annual conference of the Optometrists Association of Australia; biennial conference of the College of Optometrists, UK, annual conference of the New Zealand Association of Optometrists, and that held by the New Zealand College of Optometrists, Asia Pacific Optometric Congress, ~~the Hong Kong Optometric Conference~~ the Hong Kong International Optometric Symposium and the Asia Cornea and Contact Lens Conference, would be accepted / accredited.

Updated in
January 2019

12 LIST OF PRE-APPROVED PROGRAMME PROVIDERS

- 12.1 The following local organizations are pre-approved programme providers for the period from November 2004 to October 2019 –
- (i) The Hong Kong Polytechnic University;
 - (ii) The Hong Kong Association of Private Practice Optometrists;
 - (iii) The Hong Kong Optometric Association; and
 - (iv) The Hong Kong Society of Professional Optometrists.

Updated in May 2020

No.	Category	Description	Allocation of CPD Points	Maximum CPD points to be allocated per year
1	Receptive participation	<ul style="list-style-type: none"> Certified attendance in any CPD activity as accredited by the Board : <ul style="list-style-type: none"> Activities organized by the 4 Accredited Programme Providers¹ Activities as validated by the Board on application by institutions/individual optometrists 	<ul style="list-style-type: none"> For core activities²: <ul style="list-style-type: none"> – 1 CPD point per hour For non-core activities³: <ul style="list-style-type: none"> – 0.5 CPD point per hour 	<ul style="list-style-type: none"> Core activities: <ul style="list-style-type: none"> – Nil Non-core activities: <ul style="list-style-type: none"> – 5 CPD points
2	Active participation	<ul style="list-style-type: none"> Active participation as speaker, chairman, panelist, presenter, trainer in any accredited CPD activity. 	<ul style="list-style-type: none"> 1 CPD point per 15 minutes of presentation. 	<ul style="list-style-type: none"> 5 CPD points
3	Post-graduate studies	<ul style="list-style-type: none"> <u>Didactic</u> post-graduate studies in academic institutions leading to higher qualifications. 	<ul style="list-style-type: none"> For core activities: <ul style="list-style-type: none"> – 1 CPD point per hour For non-core activities : <ul style="list-style-type: none"> – 0.5 CPD point per hour 	<ul style="list-style-type: none"> Core activities: <ul style="list-style-type: none"> – Nil Non-core activities: <ul style="list-style-type: none"> – 5 CPD points
4	Self-study	<ul style="list-style-type: none"> Self-study in the form of online continuing education courses at Appendix Ia. Periodic reading of optometry/ vision-sciences-related journals at Appendix Ib. 	<ul style="list-style-type: none"> 1 CPD point for the completion of each online course plus quiz. 1 CPD point per year. 	<ul style="list-style-type: none"> 2 CPD points 5 CPD points (whereas a ceiling of 2 CPD points for periodic reading)
5	Publication	<ul style="list-style-type: none"> Publication in peer-reviewed journals related to optometry / vision-sciences. 	<ul style="list-style-type: none"> First / last/ corresponding author : <ul style="list-style-type: none"> – 5 CPD points per publication Other author : <ul style="list-style-type: none"> – 3 CPD points per publication 	<ul style="list-style-type: none"> 5 CPD points

¹ The 4 Accredited Programme Providers (APPs) are : (1) The Hong Kong Polytechnic University (PolyU); (2) The Hong Kong Association of Private Practice Optometrists (HKAPPO); (3) The Hong Kong Optometric Association (HKOA) and (4) The Hong Kong Society of Professional Optometrists (HKSPPO).

² Core activities are activities of direct relevance to practice of Optometry.

³ Non-core activities are activities not directly related but contributed to the understanding or expansion of optometry knowledge and skills, including subjects on other health care professions and information technology. *Activities on personal and motivational training or political meetings will not be accredited.*

**Appendix Ia – List of pre-approved online continuing education courses
recognized by the Optometrists Board as accredited CPD activity**

(Updated in May 2020)

	Course Provider	Website
1.	American Academy of Optometry	https://learning.aaopt.org/
2.	American Optometric Association - EyeLearn	http://aoa.peachnewmedia.com/store/provider/provider09.php?f=https%3A%2F%2Faoa.mycrowdwisdom.com%2Fdiweb%2Fgateway
3.	Association of Optometrists	https://www.aop.org.uk/education-and-events/events
4.	Australian College of Optometrist	http://www.aco.org.au/professional-development/general-information/webinars
5.	California Optometric Association	https://www.coavision.org/i4a/pages/index.cfm?pageid=3330
6.	Centre for Eye Health	https://www.centreforeyehealth.com.au/education/on-line-cpd/
7.	CEwire2019: The Virtual Optometric Conference	https://www.cewire2019.com/#courses
8.	College of Optometry, Pacific University	https://www.pacificu.edu/academics/colleges/college-optometry/continuing-education
9.	College of Optometry, State University of New York (SUNY)	https://www.sunyopt.edu/education/academics/continuing_professional_education/online-courses
10.	College of Optometry, The Ohio State University	https://optometry.osu.edu/continuing-education
11.	College of Optometry, Western University	https://www.westernu.edu/optometry/ce/
12.	Continuing Education Online (CRO)	https://www.crojournl.com/
13.	DOCET	https://docet.info/index.php?redirect=0
14.	Evolve Medical Education	https://evolvemeded.com/
15.	Eyecare	https://cetpoints.com/
16.	Lighthouse International	https://www.lighthouseguild.org/healthcare-professionals/elearning/
17.	Marshall B. Ketchum University - Optometry Online CE	https://www.ketchum.edu/continuing-education/online-ce

18.	Medicus	http://www.medicus.com/educ_medicus/ce_activities.php
19.	Mivision education	https://www.mieducation.com/
20.	Neuro-optometric Rehabilitation Association	https://noravisionrehab.org/healthcare-professionals/continuing-education-opportunities
21.	New England College of Optometry	https://www.neco.edu/academics/continuing-education/online-ce
22.	Nova Southeastern University	https://optometry.nova.edu/ce/index.html
23.	Optocase - Optometry Continuing Education and Clinic Tips	https://optocase.com/cases
24.	Optometrists Online CPD	http://www.optomonline.com.au
25.	Optometry & Vision Science, University of Waterloo	https://uwaterloo.ca/optometry-vision-science/continuing-education
26.	Primary Care Optometry News Education Lab	https://cme.healio.com/optometry
27.	Review Education Group	https://www.reviewsce.com/
28.	School of Optometry, Indiana University	https://expand.iu.edu/browse/iuso-ce
29.	School of Optometry, University of Houston	http://ce.opt.uh.edu/online-ce/
30.	SECO International	https://secouniversity.com/
31.	Southern College of Optometry	https://www.sco.edu/online-ce-course-library
32.	Virtual Optometric Conference	https://www.cewire2019.com/
33.	World Continuing Education Alliance	https://wcea.education/

**Appendix Ib – List of pre-approved journals
recognized by the Optometrists Board as accredited CPD activity**
(Updated in May 2020)

No.	Journal Title
1.	Acta Ophthalmologica
2.	Advances in Clinical Ophthalmology
3.	American Journal of Ophthalmology
4.	Annals of Ophthalmology
5.	Annual Review of Vision Science
6.	Binocular Vision & Strabismus Quarterly
7.	BMC Ophthalmology (BMC Ophthalmol)
8.	British Journal of Ophthalmology
9.	Canadian Journal of Ophthalmology
10.	Chinese Journal of Experimental Ophthalmology/ 中華實驗眼科雜誌
11.	Chinese Journal of Ophthalmology/ Zhong Hua Yan Ke Za Zhi/中華眼科雜誌
12.	Chinese Journal of Optometry Ophthalmology and Visual Science/中華眼視光學與視覺科學雜誌
13.	Clinical & Experimental Ophthalmology (former: Australian and New Zealand Journal of Ophthalmology)
14.	Clinical and Experimental Optometry
15.	Clinical Ophthalmology
16.	Contact Lens and Anterior Eye
17.	Contact Lens Spectrum
18.	Cornea
19.	Current Eye Research
20.	Current Opinion in Ophthalmology
21.	Documenta Ophthalmologica
22.	European Journal of Ophthalmology
23.	Evidence-Based Ophthalmology
24.	Experimental Eye Research
25.	Eye
26.	Eye & Brain
27.	Eye & Contact Lens
28.	Eye and Vision

29.	Graefe's Archive for Clinical and Experimental Ophthalmology
30.	Hong Kong Medical Journal
31.	Indian Journal of Ophthalmology
32.	International Journal of Ophthalmology
33.	Investigative Ophthalmology and Visual Science
34.	JAMA Ophthalmology (former: Archives of Ophthalmology)
35.	Japanese Journal of Clinical Ophthalmology
36.	Japanese Journal of Ophthalmology
37.	Journal of American Association for Pediatric Ophthalmology and Strabismus (AAPOS)
38.	Journal of Behavioural Optometry
39.	Journal of Cataract and Refractive Surgery
40.	Journal of Clinical Ophthalmology/ 临床眼科杂志
41.	Journal of Eye Movement Research
42.	Journal of Glaucoma
43.	Journal of Neuro-Ophthalmology
44.	Journal of Ocular Pharmacology and Therapeutics
45.	Journal of Ophthalmic Inflammation and Infection
46.	Journal of Ophthalmology
47.	Journal of Optometry
48.	Journal of Pediatric Ophthalmology and Strabismus
49.	Journal of Refractive Surgery
50.	Journal of The Formosan Medical Association
51.	Journal of the Optical Society of America. A, Optics and Image Science
52.	Journal of the Optical Society of America. B, Optical Physics
53.	Journal of Vision
54.	Journal of Visual Impairment and Blindness
55.	Molecular Vision
56.	Neuro-Ophthalmology
57.	Ocular Immunology and Inflammation
58.	Ocular Surface
59.	Ophthalmic and Physiological Optics
60.	Ophthalmic Epidemiology

61.	Ophthalmic Genetics (Formerly known as. Ophthalmic Paediatrics and Genetics)
62.	Ophthalmic Plastic and Reconstructive Surgery
63.	Ophthalmic Research
64.	Ophthalmic Surgery, Lasers and Imaging Retina
65.	Ophthalmologica
66.	Ophthalmology
67.	Ophthalmology Clinics of North America
68.	Ophthalmology Times
69.	Optometric Education
70.	Optometric Management
71.	Optometry and Vision Development
72.	Optometry and Vision Science
73.	Optometry Today
74.	Progress in Retinal and Eye Research
75.	Retina – Journal of Retinal and Vitreous Diseases
76.	Retinal Cases & Brief Reports
77.	Review of Cornea & Contact Lenses
78.	Review of Ophthalmology
79.	Review of Optometry
80.	Seminars in Ophthalmology
81.	Singapore Medical Journal
82.	Spatial vision
83.	Survey of Ophthalmology
84.	The Optician
85.	Translational Vision Science & Technology
86.	Vision Research
87.	Visual Neuroscience

OPTOMETRISTS BOARD**Record Form of Continuing Professional Development (CPD) Programmes /Activities Attended by Registered Optometrists***(CPD Cycle (from 1st July 20 ____ to 30th June 20 ____)***Activities Category (1) - Receptive Participation**

Date	Title of CPD Programme / Activity	Organizer	Position Held	CPD Points Awarded
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
			<i>Attendee</i>	
Sub-total CPD Points Awarded for Category (1) [Maximum 5 CPD points per year for non-core activities]:				

Name: _____
 (Surname first, in block letters)

Registration Number:

Signature: _____

Date: _____

OPTOMETRISTS BOARD**Record Form of Continuing Professional Development (CPD) Programmes /Activities Attended by Registered Optometrists***(CPD Cycle (from 1st July 20 ____ to 30th June 20 ____)***Other Activities**

Date	Category	Title of CPD Programme / Activity (e.g. Reading journals – please state the names of the journals)	Organizer	Position Held (speaker, author, reader etc.)	CPD Points Awarded
Sub-total CPD Points Awarded:					

Grand Total CPD Points Awarded:

* I confirm that I **have** / **have not** fulfilled the yearly CPD requirement of 10 CPD points.
☐

I give my consent for the Board to publish my name and registration number on its website.

Name: _____

(Surname first, in block letters)

Registration Number: _____

Signature: _____

Date: _____

Note : (1) This form should be returned to the Optometrists Board Secretariat by end of July each year by fax ((852) 2865 5540), email (smpb@dh.gov.hk) or post (2/F, Shun Feng International Centre, 182 Queen's Road East, Wan Chai, Hong Kong).

(2) A certificate will be issued to registrants who have attained 10 or more CPD points in the year.

** Please tick or delete as appropriate.*